

# ALBERT LEA PORT AUTHORITY

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## MINUTES

October 3, 2018 - 7:30 a.m.

Regular Meeting

Albert Lea Business Development Center

### CALL TO ORDER & NOTATION OF ROLL

The Regular Meeting of the Albert Lea Port Authority was called to order on Wednesday, October 3, 2018 at 7:30 a.m. by President Rasmussen. Roll was noted by the Board Secretary.

COMMISSIONERS PRESENT: Vern Rasmussen, Jr., Ginny Larson, Mark Heinemann, Sarah Hensley, Bryan Skogheim, Nate Jansen

COMMISSIONERS ABSENT: Rich Murray

EX-OFFICIO MEMBERS PRESENT: Chad Adams, City of Albert Lea representative; Tom Jensen, Freeborn County Representative

EX-OFFICIO MEMBERS ABSENT: Rhonda Jordal, Business Community Representative

STAFF MEMBERS PRESENT: Noelle Hagen, Interim Director/Board Secretary, Linda Larson, Administrative Assistant

STAFF MEMBERS ABSENT: None

GUESTS:

### APPROVAL OF MINUTES FROM SEPTEMBER 5, 2018 MEETING

The minutes from the October 3, 2018 meeting were reviewed. Commissioner Larson made a motion to approve the minutes as presented, seconded by Commissioner Heinemann. President Rasmussen asked for any discussion and hearing none, the motion carried 6 in favor; 0 opposed.

### RESOLUTION PA-18-15 AUTHORIZING PAYMENT OF CLAIMS

The claims were presented for review. Interim Executive Director Noelle Hagen noted an increase of the claims due to the 2<sup>nd</sup> half of the property taxes that were paid. Commissioner Larson made a motion to accept the claims as presented in the amount of \$125,258.71 seconded by Commissioner Hensley. President Rasmussen asked for any discussion and hearing none, the motion carried 6 in favor; 0 opposed.

### STAFF REPORT

- **Plaza Street Property** – The Port Authority owns two properties on Plaza Street, an eight-acre parcel next to Freeborn Lumber Company and a large 60 acre piece on the corner. A local business is interested in purchasing the eight-acre property and has made an offer. Commissioner Skogheim made a motion to approve staff moving ahead with negotiations for the property and to work with the City of Albert Lea to match any incentives to the project, seconded by Commissioner Jansen. President Rasmussen asked for any discussion and hearing none, the motion carried 6 in favor; 0 opposed.
- **ALEDA #1 Spec Building** – Minnesota Freezer Warehouse Co. previously had asked that their lease be pushed back to October 1st. Staff followed up with Randy last week, and they cannot get

their customers to commit to a larger space. Staff will continue to market the space and assist Minnesota Freezer Warehouse in their efforts to lease additional space.

- **Pickerel Park** – After further research it is believed that the Port Authority is not assuming further risk by agreeing to reassign the note and commit to the new subordination agreement. The Closing is scheduled for early November.
- **Retail Strategies Update** – Last week Interim Executive Director Hagen participated in a conference call with the city management and Retail Strategies team. Retail Strategies went through the findings and statistics to be used in our community profile and our marketing piece. Chad Adams, City Manager shared the report with the Carrington Co. (Northbridge Mall) and they are pleased with what retail strategies put together.
- **Meetings & Conferences to Note**
  - The 2018 Upper Mississippi Main Street Conference will be Oct. 24th. Interim Executive Director Noelle Hagen will be attending along with members of the Chamber staff and board and a representative from the City of Albert Lea.
  - The Business Succession Event on Oct. 25<sup>th</sup> will be hosted by the University of Minnesota Extension Program in St. Paul. Interim Executive Director Noelle Hagen will be attending. The event will focus on business succession in the community and engage businesses and get them thinking about the process early.

#### EX-OFFICIO UPDATE

Freeborn County – Tom Jensen, County Administrator (in place of Mike Lee).

- The preliminary levy was set at 4.8% but will decrease that to under 3%.
- I-90 Recycling will close, however twine recycling will continue with Terry Vancampen and David Peterson. A contract was signed with Hometown Recycling and they will provide containers for Lou Rich and Mrs. Gerry's.

City of Albert Lea – Chad Adams, City Manager

- Carrington Co. (Northbridge Mall) did an independent study on the city of Albert Lea to attract larger retailers but was not successful. New ideas and opportunities include possibly changing the mall into a destination location/entertainment/convention center.
- The city has started a preliminary tax levy at 2% and our tax base has increased by 4%.
- The community survey results are complete, and Chad will give a presentation at the city council meeting on Monday, October 8<sup>th</sup>. The healthcare services area has dropped significantly, and the city will inform the Mayo Clinic of those results. Chad will share the information with ALEDA and the Chamber when it is ready.
- The city will move forward with the new site for the fire facility, Newton Street, and the project should be completed by the spring of 2019.
- There will be an open house for the completed airport departure and arrival terminals on October 16th from 2:00 until 6:00.
- The Stables Project will be annexing sometime in the next few weeks and they will be city residents within the next 10 days.
- SANCO is still undecided if they will choose to keep their jobs and businesses in Albert Lea even with financial incentives we have provided. We will continue to work with them.
- There will be a public hearing on Amtech sometime in October 2018.

Chamber of Commerce – Rhonda Jordal, Executive Director

None.

COMMISSIONER/OTHER ITEMS –

None

ADJOURNMENT

Commissioner Jansen made a motion to adjourn the meeting, seconded by Commissioner Heinemann. The motion carried 6 in favor, 0 opposed. The meeting adjourned at 8:18 a.m.

Filed and attested October 3, 2018.



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President



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Board Secretary